

EDUCATION BUREAU CIRCULAR MEMORANDUM NO. 186/2025

From: Secretary for Education

To: Heads of All Government Secondary Schools, Aided Secondary Schools (including Special Schools), Caput Schools and Secondary Schools under the Direct Subsidy Scheme

Ref: EDB 1125-2055-8060-9030-00001-P002

Date: 6 November 2025

Citizenship and Social Development Mainland Study Tour Project Learning Report Award Scheme

Summary

This circular memorandum invites all secondary schools (including special schools) to participate in the Citizenship and Social Development Mainland Study Tour Project Learning Report Award Scheme (Award Scheme).

Background

2. Citizenship and Social Development (CS) was introduced at Secondary Four starting from the 2021/22 school year and is now fully implemented across senior secondary level. The CS curriculum comprises three themes, namely “Hong Kong under ‘One Country, Two Systems’”, “Our Country since Reform and Opening-up” and “Interconnectedness and Interdependence of the Contemporary World”. These themes aim to help students build a solid knowledge base and develop skills of critical thinking, rational analysis and problem-solving, as well as foster proper values and attitudes and a sense of national identity, through studying important topics relating to Hong Kong, our country and the contemporary world. CS Mainland study tours and the related project learning are integral parts of the curriculum. All senior secondary students taking local curriculum will be fully subsidised to participate in CS Mainland study tours organised by the Education Bureau (EDB) once, enabling them to gain first-hand understanding of the latest developments and achievements of our country, thereby building up cultural confidence and fostering a sense of national identity. Upon completion, students are required to submit the project report to the school individually, but it is not part of public assessment.

3. The EDB launched the CS Mainland study tours in the 2022/23 school year. To date, over 140, 000 senior secondary students and 15, 000 teachers have participated. Teachers and students have positive feedback on CS Mainland study tours, widely recognising that the study

tours help extend classroom learning and achieves fruitful learning outcomes. The EDB attaches great importance to students' learning outcomes of the CS Mainland study tours and continually collects photographs, student reflections and videos related to the tours from schools, and showcase them through various channels, including the CS Mainland study tours dedicated webpage and teacher professional development programmes.

Details

4. The Award Scheme aims to invite schools to nominate students' CS Mainland study tour project learning reports (project learning reports), to recognise and commend students who have diligently completed the project learning reports and demonstrated outstanding performance as well as their supervising teachers for further showcasing related learning outcomes, enhancing the effectiveness of learning and teaching of the CS curriculum and its related Mainland study tour project learning.

5. The project learning reports recommended by schools must be completed by students after participating in the CS Mainland study tours organised by the Education Bureau. For requirements of project learning reports, please refer to the *Curriculum and Assessment Guide for the Subject of Citizenship and Social Development (S4 to S6)*.

6. For details of the Award Scheme, please refer to **Appendix 1**.

Enquiries

7. For enquiries, please contact Ms HO Lai-yi of the Citizenship and Social Development Section, Curriculum Development Institute, Education Bureau at 2892 6314.

KONG Siu-cheuk

for Secretary for Education

c.c. Heads of Sections – for information

Details of Citizenship and Social Development Mainland Study Tour Project Learning Report Award Scheme

Target

- Students of senior secondary Citizenship and Social Development;
- Schools joining CS Mainland study tours in the 2024/25 and 2025/26 school years submit their recommended project learning reports on or before the specified period as follows:

School year	The specified period
Students participating in CS Mainland study tour in the 2024/25 school year	On or before 19 December 2025
Students participating in CS Mainland study tour in the 2025/26 school year (For tours completed between October 2025 and July 2026)	Within six weeks after the CS Mainland study tours

- Each school may recommend no more than 3 project learning reports, either from two school years or from one of the school years.
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Email submission application form and project learning report

- Complete the **School Recommendation Form (Appendix II)** and submit it via email (cs@edb.gov.hk) to the EDB, along with the recommended project learning reports;
- The Form can be downloaded from the following webpage or QR code.

CS Mainland Study Tours webpage	QR code
https://cs.edb.edcity.hk/tc/mst_award_scheme.php	

- The email subject should follow the format: “Nomination for Project Learning Report: XXX School”

- The attached files must be named with the school's name, academic year, tour name, student name, and class, such as "XX_Secondary_School_2425_Zhongshan_Cultural_Preservation_Mainland Study Tour_5C_Chan_Siu_Ming".
- Submission arrangements of written and non-written modes are as follows:

Category	Details
Written mode	● It is recommended that schools use MS Word format, and submit as an email attachment; ● Handwritten reports are accepted, but must be submitted in electronic format (e.g., PDF); ● If the file size is too large, schools can upload the files onto a cloud drive and submit the link via email.
Non-written mode	<u>Using models as the project learning report mode</u> Schools are requested to take photos and videos, and submit as an email attachment: ● Video: The format should be MP4; the video resolution should not be lower than 1920 x 1080, and has a 4:3 or 16:9 aspect ratio in any orientation; ● Photos: The format should be JPG or PDF, and the image resolution should not be lower than 8MP (3840 x 2160 pixels); ● The title and brief description of the ideas behind the report should be listed in the school nomination form, and submitted as an MS Word or PDF file; ● If the file size is too large, schools can upload the files onto a cloud drive and submit the link via email. <u>Using video, website, etc. as the project learning report mode</u> Schools are requested to submit as an email attachment: ● The video submission arrangements and format are the same as above; ● Attaching the link in the email, if the submission is a website; ● The title and brief description of the ideas behind the report should be listed in the school nomination form, and submitted as an MS Word or PDF file; ● If the file size is too large, schools can upload the files onto a cloud drive and submit the link via email.

Awards and announcement of results

- The Award Scheme comprises the Special Commendation Awards and the Merit Awards. Adjudication criteria of the awards are outlined in **Appendix III**.
- Reports that meet the adjudication criteria will be considered for the Merit Award, while outstanding reports may be recognised with the Special Commendation Award.
- The results will be notified to the winning schools by email tentatively in September 2026, and they will be invited to attend the awards ceremony and learning outcomes sharing session.
- Relevant details of the above will be announced in due course.

Online briefing sessions

- The EDB will conduct two identical online briefing sessions on 24 and 26 November 2025 to introduce the details of the Award Scheme to schools.
- Teachers may enroll via the EDB Training Calendar System.
(Course Code: [CDI020251479](#))



Displaying students' learning outcomes

- The EDB will adopt diversified modes to consolidate and display project learning reports, including uploading them onto the dedicated webpage of CS Mainland study tours (https://cs.edb.edcity.hk/tc/mst_sharing.php) or showing them in teacher professional development programmes. Schools should have obtained consent of the relevant parties (including students and their parents/ guardians) before submission of student work and authorise the EDB to use, edit or publish the content of student work, in whole or in part, for educational or publicity purposes. A consent form is available for downloading on the dedicated webpage of CS Mainland study tours (https://cs.edb.edcity.hk/file/public/mainland_study_tour/CS_MST_consent_form.docx).



Intellectual Property

- Schools should note and agree with the following terms:
 - a) The recommended project learning reports should be original and have not been publicised; and

b) Schools need to ensure that recommended project learning reports do not infringe any copyright and publication rights. Please visit the following website for details related to intellectual property:

<https://www.ipd.gov.hk/filemanager/ipd/en/share/publications/IP-in-Hong-Kong.pdf>

- Any project learning report that infringes any intellectual property rights will NOT be accepted. The EDB takes no liability whatsoever for such infringement.
- The EDB retains the right to edit, modify, publish, use, and display project learning reports in any form for educational and/or publicity purposes, and has the final decision of the above actions.

Personal information collection statement

- Schools should provide the necessary personal data in the School Recommendation Form and ensure accuracy and completeness of such information. Schools have to agree to authorise the EDB to release personal data (including the student's name, class and school name) for contact, results announcement, award presentation ceremony arrangements and publicity purposes. Personal information will be kept confidential and only be accessible to the personnel handling this competition. All data collected will be destroyed if they are no longer required after the competition. If schools do not provide such personal data, the EDB may not accept the project learning reports.
- For the above purposes, the name of schools and relevant persons, and the school name may be disclosed on the EDB website, other websites and/or to the media.
- Access via hyperlinks to websites other than that of the EDB implies that the users have left the EDB's website. The EDB is not liable to or responsible for any security and data protection issues in this regard.

Citizenship and Social Development Section,
Curriculum Development Division,
Education Bureau
To: Ms. Ho Lai-yi (Tel: 2892 6314)
Email: cs@edb.gov.hk / Fax: 2573 5299

**Citizenship and Social Development Mainland Study Tour
Project Learning Report Award Scheme
School Recommendation Form**

Part 1 (Required)

School Name: _____ (Chinese)
_____ (English)

Details of Responsible Teacher

Chinese Name	English Name	Contact Number (Mobile)	Email

Part 2 (Required)

Our school submits the following project learning report(s):

☐ 2024/25 school year's project learning report(s)

Number and name of the study tour: _____

Date of the study tour: _____

☐ 2025/26 school year's project learning report(s)

Number and name of the study tour: _____

Date of the study tour: _____

(Please tick the appropriate box.)

Part 3 (Required)

	Category of report *	Student Name	Class#	Supervising Teacher Name
1	☐ Written mode ☐ Non-written mode	Chinese: English:		Chinese: English:
2	☐ Written mode ☐ Non-written mode	Chinese: English:		Chinese: English:
3	☐ Written mode ☐ Non-written mode	Chinese: English:		Chinese: English:

*Please tick the appropriate box. If submitting a non-written mode report, please complete Part 4.

at the time of participation in the Mainland study tour.

Part 4 (If applicable)

Brief description of non-written report

<u>Title:</u> <u>Student Name:</u> <u>Brief Description:</u> <i>(Explaining the ideas behind the work and providing relevant information for the adjudicators to understand the work.)</i>
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*Can be filled in the fillable PDF form or attached as an MS Word file and sent to cs@edb.gov.hk.

Part 5

Declaration and Consent Form

To: Education Bureau

We hereby declare that the project learning report(s) submitted are original work. If Artificial Intelligence tools were used during the project learning process, we have clearly stated in the table below. We understand that we are liable for any consequences caused by any copyright infringement. Moreover, our school is aware of and agrees to the requirements and arrangements of the Award Scheme, ensuring that the information provided is accurate. We also authorise the Education Bureau (EDB) to edit, modify, publish, use and display project learning report(s) for educational and/or publicity purposes. We understand that the EDB has the final decision of the above actions.

Please fill in the following table (if applicable):

For reference: How to guide students in using relevant technology, at which stage (e.g., before, during, or after the study tour) it was used, in which part of the report it was applied to, and how it was applied, etc., etc.

*Can be filled in the fillable PDF form or attached as an MS Word file and sent to cs@edb.gov.hk.

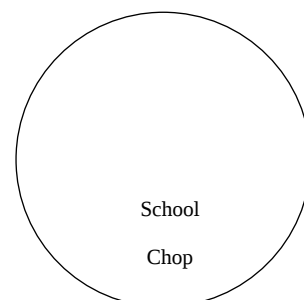
Principal's Signature: _____

Principal's Name: _____

School Telephone: _____

School Fax: _____

Date: _____



Project Learning Report Content and Adjudication Criteria

Project Learning Report

- Must be in accordance with the related learning requirements mentioned in *Citizenship and Social Development Curriculum and Assessment Guide (Secondary 4 to Secondary 6)*;
- Must be submitted individually to the school by the student;
- May be presented in written mode **or** non-written mode;
- Must clearly list the sources of reference materials, such as authors, sources, book/article titles (if applicable), and URLs (if applicable). Photos taken on-site by students and leaflets or other materials obtained from the site(s) of the visit included in the report must be properly indicated;
- May focus on the overall itinerary of the study tours **or** individual visiting sites to show that the report is related to the study tour.
- Must briefly explain how the study tour helps enhance understanding of the learning content of the CS curriculum.

Adjudication Criteria

- Whether the project learning report demonstrates the student's learning before, during, and after the study tour, including self-directed learning capabilities, such as setting the research topic and scope, collecting data, and using study tour experience to make personal reflection;
- Whether the project learning report demonstrates the student's acquired knowledge, personal reflection, and proper values and attitudes;
- Whether the presentation of the report (including brief descriptions in non-written mode) clearly expresses the student's ideas.

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學生內地考察
學習成果分享

學校報名

常見問題

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公民科內地考察
專題研習報告
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報名表格



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Theme 1, 2, 3 (L&T Resources)

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